

Planning an Online Course

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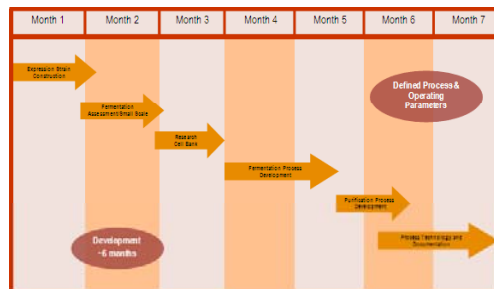
Content Overview

1. Pedagogical differences: onsite and online courses
2. Operational differences: on-site and online courses.
3. Adapting an onsite course to an online course—considerations.



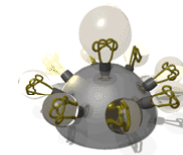
Content Overview

4. Timeline for development (create a visual plan of action).



Content Overview

5. Brainstorming, planning, and designing tasks.



Content Overview

6. Selecting content (so much to choose from).
7. Presenting content.
8. Creating content using technologies.
9. Organizing and sequencing content.



Content Overview

10. Finding content



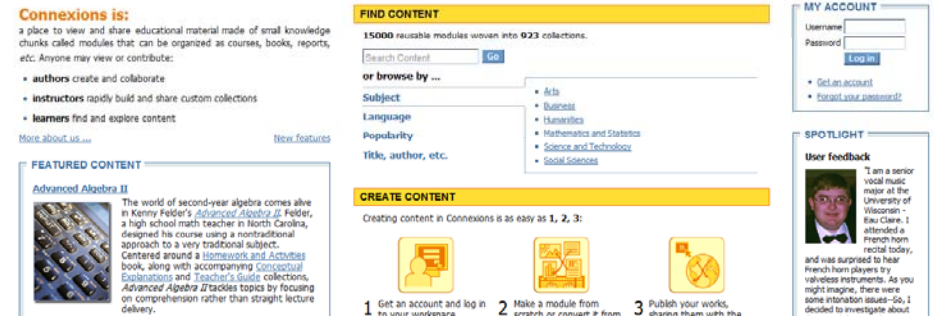
MERLOT

(over 70,000+ members and over 20,000 free materials)



Connexions

(Rice University)



Open Educational Resources (OER) Commons



National Repository of Online Courses (NROC)



MIT OpenCourseWare (OCW)

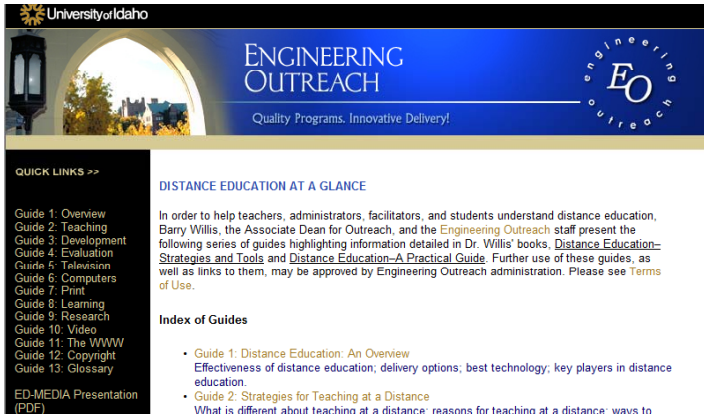


Content Overview

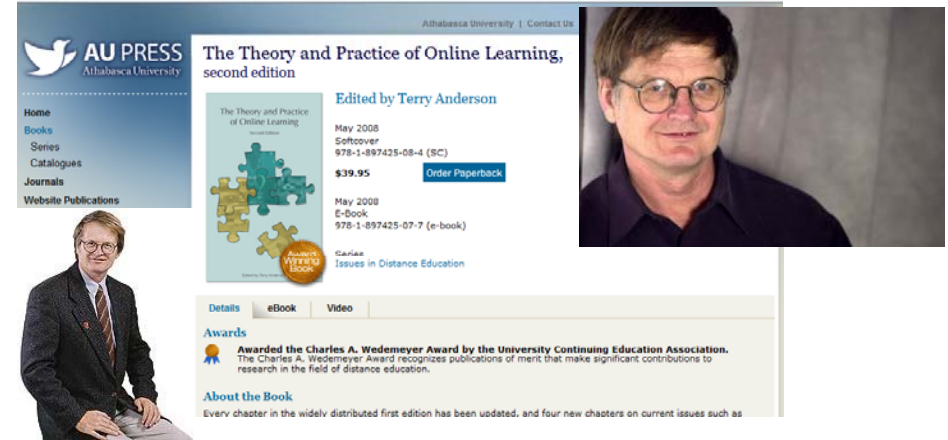
11. Organizing content.
12. Testing content.
13. Creating modules.



Find and Read Online Learning Resources



Find and Read Online Learning Resources



Examples of Challenges

1. The fashionably late instructor.
2. The grant happy instructor.
3. The technology phobic instructor.



Advice and Guidelines

1. Get ready for a different kind of teaching.
2. Know the strengths and limitations of online teaching/learning.
3. Allow enough time for development.
4. Develop in such a way that changes can be made.



Advice and Guidelines

5. Use consistency and innovation at appropriate times.
6. Shoot for simple and elegant.
7. Don't try to create the Taj Mahal the first time around, plan for improvement.



Advice and Guidelines

8. Review your objectives.
9. Know your audience (students).
10. Are students ready?
11. Are you ready?



Student Readiness Checklist

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Home > Academics > Academic Programs > Online Learning > Readiness Checklist

Online Learning Readiness Checklist

To help you decide if you are ready for online course work, respond to the following statements by clicking "Agree" or "Disagree." Be as honest with yourself as you can.

There is no "absolute" score for suggesting your likely level of success as an online learner. On the other hand, your responses can certainly help to identify strengths and weaknesses for success in the online learning environment.

Question	Agree	Neutral	Disagree
I am self-motivated and self-disciplined.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am a good "time manager."	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am comfortable with e-mail. (Tutorial)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am comfortable with word	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Online Learning

- Readiness Checklist
- Attributes for Success
- Tips for Success
- Meet Some Successful Online Learners
- Meet Some Online Instructors
- Online Learning Toolbox
- Frequently Asked Questions
- Online Student Services
- Online Course List
- Webct Orientation

Advice and Guidelines

12. Conduct a Front End Analysis:
 - a. Distance education students are different
 - b. Many work fulltime.
 - c. Prefer learning centered approaches.
 - d. Want meaningful learning.

Online Learning Course Readiness Checklist

Part 1: Course Design

- ☐ **Course Design:** Course modules are identified, described, and connected. Progression through the course is apparent. A format for progression through modules from introduction to evaluation is provided.
- ☐ **Course Information and Objectives:** All necessary information is apparent, easily located, and clearly stated. This includes a welcome announcement with basic navigation information; a course syllabus that contains a course description, the course requirements, the learning objectives stated in behavioral terms, a course grading or student assessment policies and procedures, outline of course content, due dates of assignments, and instructor information; an orientation assignment to introduce students to the course content, their instructor, and each other.
- ☐ Make sure instructor contact information is current.
- ☐ State clearly your policy about what conditions would cause you to withdraw a student from the course.

Advice and Guidelines

13. Locate support services and other contact people (in case of problems).



Good Luck Planning Your Online Course

For More Information, Contact:

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